

DODGE COUNTY EXECUTIVE COMMITTEE

July 3, 2017, 8:00 A.M.

FIRST FLOOR – ROOMS H & I AUDITORIUM

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

The meeting was called to order at 8:00 a.m. by Dodge County Executive Committee Chairman, Russell Kottke.

Members present: Berres, Frohling, Kottke, Maly, Marsik, Miller, and Schmidt.

Member(s) absent: None.

Others present: County Administrator Jim Mielke; Dodge County Clerk Karen J. Gibson; Deputy County Clerk Christine M. Kjornes; Corporation Counsel Kimberly Nass; Emergency Management Deputy Director Joe Meagher; Finance Director Julie Kolp; County Board Supervisor Becky Glewen; and Daily Citizen Reporter Terri Pederson.

Motion by Maly, seconded by Miller, to approve the Agenda and allow the Chairperson to go out of order as needed to efficiently conduct the meeting. Motion carried.

Motion by Miller, seconded by Marsik, to approve the June 5, 2017 minutes as presented. Motion carried.

County Board Supervisor Becky Glewen appeared before the Committee requesting the support of a Community Grant Program funded through sales tax remittances. Ms. Glewen provided to the Committee members a draft document entitled *2018 Dodge County Sales Tax Sharing Grant Pilot Program*. Ms. Glewen explained that the grant pilot program would be administered by the Finance Committee, and the program would allow Dodge County municipalities to apply for county sales tax funds for the purpose of community development projects, therefore, making the communities more attractive and livable. Ms. Glewen provided to the Committee members a document entitled *County Sales Tax Sharing Grant Application*. The Committee continued with a discussion on the feasibility of the grant program, and additions and/or changes that could be made to the draft document entitled *2018 Dodge County Sales Tax Sharing Grant Pilot Program*. Ms. Glewen will make changes to the draft document, and bring back to the Executive Committee for review and discussion at their August 2017 meeting.

Dodge County Clerk Karen Gibson provided an oral report to the Committee regarding the July 18, 2017 County Board meeting. Ms. Gibson reported that there will be Special Orders of Business that will include a presentation by an associate of Johnson Block and Company, Inc., and a presentation regarding the Enterprise Resource Planning (ERP) Project. Ms. Gibson further reported that the agenda will also include a Resolution regarding the ERP Project, and a Resolution regarding the creation of a Dodge County Purchasing Agent position.

Ms. Gibson reported that the Executive Committee approved at their June 5, 2017 meeting a Resolution to Alter the Boundaries of Dodge County Supervisory District No. 5 and Dodge County Supervisory District No. 30, Based on Annexation was not acted on by the County Board at its meeting on June 20, 2017. Ms. Gibson further reported that after the June 5, 2017 Executive Committee meeting, she discovered that the property in the Town of Beaver Dam annexed to the City of Beaver Dam is in a different Congressional district, therefore, the county cannot alter the boundaries until the City of Beaver Dam creates a new ward.

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Ms. Gibson provided an oral update to the Committee regarding the Wisconsin Counties Association Annual Conference that is to be held in Wisconsin Dells on September 24-26, 2017. Ms. Gibson reported that she requests the completed registration forms for those members attending the conference, and if members will be bringing a guest, she will need the registration form along with a check payable to Wisconsin Counties Association for the guest registration by August 4, 2017.

Chairman Kottke reported that there is an out-of-state travel request for UW-Extension 4-H Youth Development Educator Marie Witzel to attend the Leadership Focus Conference that is to be held on July 16-21, 2017, in Washington DC. Motion by Maly, seconded by Miller to authorize the out-of-state travel request for UW-Extension 4-H Youth Development Educator Marie Witzel to attend the Leadership Focus Conference that is to be held on July 16-21, 2017, in Washington DC. Motion carried.

Mr. Kottke reported that there is an out-of-state travel request for Managing Attorney Robert G. Barrington to attend the National District Attorney's Association Best Practices meeting that is to be held on July 13-14, 2017, in Minneapolis, Minnesota. Motion by Miller, seconded by Marsik to authorize the out-of-state travel request for Managing Attorney Robert G. Barrington to attend the National District Attorney's Association Best Practices meeting that is to be held on July 13-14, 2017, in Minneapolis, Minnesota. Motion carried.

Mr. Mielke reported that the sanitary pipe replacement project at the Dodge County Detention Facility has incurred some project contingency costs related to the finding of additional cast iron pipes.

Mr. Mielke provided a brief oral report on the 2018 Dodge County Budget. Mr. Mielke reported that the Finance Committee and Human Resources and Negotiations Committee have had several meetings to discuss the Dodge County Compensation Plan, and department budgets are due by August 30, 2017. Mr. Mielke further reported that Resolutions for creating job positions need to be presented to the County Board by no later than the August 15, 2017 County Board meeting. Mr. Mielke reported that interviews for the Director of Land Resources and Parks have been scheduled for July 18, 2017.

Mr. Mielke reported that he will be on vacation from July 27-August 9, 2017.

Corporation Counsel Kimberly Nass reported that Dodge County has received a claim for damages, and the Executive Committee will need to schedule a special meeting before August 3, 2017, to discuss and act on this claim for damages. It was a consensus of the Committee to schedule a special Executive Committee meeting on July 11, 2017 at 7:45 a.m., to discuss and act on this claim for damages.

Ms. Nass provided an oral update to the Committee regarding the status of contracts being reviewed and/or completed by the office.

Finance Director Julie Kolp and County Board Supervisor Maly provided an oral update to the Committee regarding the ERP Project. Ms. Kolp reported that Government Finance Officer

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Association (GFOA) has recommended that Dodge County implement the use of Geographic Information Systems (GIS) in the ERP project. Supervisor Maly reported that an initial GIS database will be established, but layers of information can be added later. Ms. Kolp reported that \$892,800 in Sales Tax Funds will be used to help fund the ERP project.

Supervisor Frohling reported that the Wisconsin Counties Association Taxation and Finance Steering Committee meeting will be held on July 14, 2017, in Stevens Point, Wisconsin.

There were no Committee Member Reports.

Mr. Kottke reported that he received a phone call on June 29, 2017, from the City of Hartford Mayor, informing him that Dodge County will be receiving a letter from the Washington County Administrator and the Washington County Board Chairman regarding merging of counties.

Meeting adjourned at 9:17 a.m. by order of the Chairman.

A special meeting is scheduled for **Tuesday, July 11, 2017, at 7:45 a.m.**

The next regular meeting is scheduled for **Monday, August 7, 2017, at 8:00 a.m.**



Jeff Beres, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.